



ARSHAD SHAIKH

arshadshaikh394@gmail.com | +918668239959 Whats App
SALES MARKETING AND BUSINESS DEVELOPMENT ENG.

PROFESSIONAL SUMMARY

- Customer-focused Business Development and Sales & Marketing manager, successfully contributing to company profits by improving team efficiency and productivity. Skilled at effective negotiations and upselling techniques. Utilizes excellent organizational skill to enhance efficiency and lead teams to achieve outstanding sales.

Senior Executive

EDUCATIONAL QUALIFICATIONS

Bachelor's Degree -2017 S.N.D.COLLEGE OF ENGINEERING

Overall Degree Percentage = 62% (Passed 1st Class with Distinction)

DIPLOMA -2009-2013 SANJIVANI COLLEGE OF ENGG.

Percentage = 69%

Class 10th-2009-SANJIVANI ENGLISH MEDIUM SCHOOL

Percentage = 57%

SKILLS

- Good knowledge of MS-Office, Word, Excel, PowerPoint, Outlook, ERP

Oracle in-built software, online ERP working

SAP Supplier Portals

Eicher Motors, Ashok Leyland, KOEL, Trident India Ltd.

Good knowledge of Internet working

Online application, surfing, search engine

Computer typing speed

35 word per minute)

STRENGTH

- Great leadership qualities.
- Excellent communication skills (Hindi, English and Marathi).
- Quick learner with immense flexibility and adaptability.
- Positive attitude.

PERSONAL INFORMATION

Contact No. : +91-8668239959/9764987939

E-mail : arshadshaikh394@gmail.com

Father's name : Ibrahim Shaikh

Date of birth : 09.05.1993

Nationality : Indian

Gender : Male

Language Know : English ,Hindi ,Marathi

Marital Status : Married

Believe In : Myself and God's Gift

Total Experience : 7 years and 3 months

Location : Nashik (Maharashtra)

WORK EXPERIENCE

Dec 2020- current

Dham Fasteners

Business Development and Costing Manager

Responsibilities handled :

- Sourcing/ Business Development/ Costing.
- Attracted new business, investment and expansion opportunities.
- Closed long-term agreements through skillful negotiation.
- New Lead Generation through Market survey and customers requirement.
- Is responsible to receive the new RFQs and sign of the NDAs as per companies Norms and conditions.
- Attracted New customers Through marketing skills and positive appearance towards customers need.
- Costing and Negotiation as per company Norms.
- **Export Order Lead generation** and dispatch Activities to Various Country.
- Created effective marketing, sales and promotional initiatives to drive revenue, and attract new customers in other countries.
- Augmented sales value by upselling and cross-selling new products and services to existing customers.
- Prepared reports and presentations detailing business development activities and outlining new initiatives.
- Looking after Export dispatch Activities for various customers based in Dubai, Italy.
- Identified cross-selling opportunities through ongoing customer needs analysis.
- Managed escalated client enquiries with exceptional professionalism and enthusiasm.
- Surpassed sales and customer service targets, consistently exceeding established KPIs.
- Hit sales targets by seeking opportunities for operational expansion and new customer acquisition.
- Hired and trained staff for optimum performance against sales and marketing objectives.
- Monthly collection of order schedule from Customer, schedule planning as per weekly Customer requirement and sent to PPC for further manufacturing process, tracking process wise material to update Customer for their criticality.
- Regular Customer visit to maintain Customer relationship, meeting with middle, senior management, key decision makers at Customer end,
- Responsible for new RFQ's, preparation of Quotation and send to
- Customer, Follow-up for Sample Trial, P.O., SOB, order schedule.

Nov 2017- Nov 2020

Right Tight Fasteners Pvt Ltd.

Sales and Marketing Ass. Manager

SHORT DISCRIPTION:

RTF is a Fasteners (Nut, Bolt, Studs) manufacturer. I was locally appointed at Sinner, Nasik (MH) area, I was handling accounts of Kirloskar Oil Engine Ltd, Eicher Motors, John Deere, Summit Precession, Vinod Sales, Autofast and There Vendors.

Sales :

- Visit to Customers in given area and building close relationship with Key
- Decision Makers for continuous business growth
- Forecasting and planning of demand at start of each month, achieving sales target in the assigned territory
- Gather information from market of competitor activity, competition price information and report it on a monthly basis
- Collecting order schedules from Customers and Order Processing, coordinate with internal order Execution team for timely delivery of orders
- Meet middle and senior management at customer place to implement price increase, identify new opportunities and increase new customer for business growth
- Responsible for attending Customer complaints, understand root cause of problem and make a detailed investigation report in the complaint module, suggest corrective action to avoid recurrence, follow-up with internal team of Quality Department for CAPR (Corrective Action Plan Report)
- Daily Report (MIS) preparation and share to Top Management
- Taking care of material delivery with focus on achieving predefined sales target and growth.

PAYMENT COLLECTION:

- Collecting GRNs from customer as per delivered material and manage for Payment Collection
- Responsible for making monthly target of Payment collection, regularly follow-up with respective Customers to meet the Payment collection targets

NEW PART DEVELOPMENT:

- Conduct trials – for all established products approved by Product management, report the status of the trial and close the loop for the same
- Documents submission, follow-up for product approval, SOB (Share of Business), P.O., supply schedule of New Developed Product

March 2015 – July 2017

Trident India Ltd.

Installation and Commissioning Electrical Engineer.

SHORT DISCRIPTION:

Trident India Ltd is a Leading textile company which has a world's largest terry towel plant under single shade, 5 Yarn manufacturing unit, and sheeting division having 1 lac metre monthly production capacity, I was locally appointed for Yarn 5 Projects where I was looking for installation and commissioning of Blow room and Carding machines. Out of 12 members I was one of the member for on job training at LMW Company located in Coimbatore

Responsibilities handled:

- I was appointed in electrical dept. of Yarn 5 projects, where I was looking for Installation and commissioning of Blow room and Carding Machines.
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- Electrical maintenance of Yarn 5.
- Installation of Fire alarm system and smoke detector in Yarn 5.
- One of the member for installation of substation for yarn 5.
- Hands on experience on PLC Scada.
- Also worked in Development dept. of Sheeting.
- Hands on experience in Material coding.

SAP Supplier Portal (Customer's online Software):

- Making ASN (Advance Shipping Note), viewing & downloading monthly schedule, Product PO, Payment Status, Customer Production Plan, GRNs etc.
- Uploading PDIR (Pre Dispatch Inspection Report) and other Quality

Date:

Arshad Shaikh

Place:

